

# BARBER AND HAIRDRESSER STUDENT/APPRENTICE MONTHLY REPORT FORM

For the month of: \_\_\_\_\_ Year \_\_\_\_\_

Name of Student: \_\_\_\_\_

Student Mailing Address: \_\_\_\_\_

Name of School/Shop: \_\_\_\_\_

Total hours each day for the month:

|                     | DAYS OF THE MONTH |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    | TOTALS    |                      |                      |
|---------------------|-------------------|---|---|---|---|---|---|---|---|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|-----------|----------------------|----------------------|
|                     | 1                 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | For Month | To Date (last month) | To Date (this month) |
| Hours of Attendance |                   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |           |                      |                      |

Hours Transferred, if any \_\_\_\_\_ Name of School: \_\_\_\_\_  
(Refer to 12 AAC 09.135 regarding transfer of hours)

Hours in attendance here \_\_\_\_\_ TOTAL HOURS \_\_\_\_\_

Total operations/hours TO DATE:

- |  | Minimum Practical Operations<br>Hairdressers | Minimum Practical Operations<br>Barbers |
|--|--|---|
| 1. Theory (Hours) (185) _____  |  |   |
| 2. Rules and regulations of the Alaska Board of Barbers and Hairdressers (5) _____   |  |   |
| 3. Wet Hair Styling and Drying, must include: _____<br>A. Hair Analysis<br>B. Shampooing<br>C. Finger Waving or Pin Curl or Roller Set<br>D. Comb-out<br>May be done on a mannequin  | (180) _____                                  | (30) _____                              |
| 4. Thermal Hair Styling and Drying, must include: _____<br>A. Hair Analysis<br>B. Blow Drying<br>C. Waving, Straightening, Hot Comb and/or Curling Iron<br>May be done on a mannequin  | (180) _____                                  | (180) _____                             |
| 5. Permanent Waving, must include: _____<br>A. Hair Analysis<br>B. Chemical Waving<br>May be done on a mannequin   | (80) _____                                   | (50) _____                              |
| 6. Chemical Straightening, must include: _____<br>A. Hair Analysis<br>B. The Use of Sodium Hydroxide and Other Base Solutions  | (10) _____                                   | (10) _____                              |
| 7. Hair Cutting, for wet and dry hair, must include: _____<br>A. Hair Analysis<br>B. Razor<br>C. Scissors<br>D. Electric Clippers<br>E. Thinning Shears  | (250) _____                                  | (400) _____                             |
| 8. Hair Coloring and Bleaching, must include: _____<br>A. Hair Analysis<br>B. Predisposition Test<br>C. Safety Precautions<br>D. Formula Mixing<br>E. Tinting<br>F. Bleaching<br>G. Dye Removers<br>No credit given for color rinses<br>May be done on a mannequin | (75) _____                                   | (75) _____                              |
| 9. Scalp and Hair Treatment, must include: _____<br>A. Hair and Scalp Analysis<br>B. Brushing<br>C. Manual and Electric Scalp Manipulations  | (10) _____                                   | (10) _____                              |
| 10. Beard Trimming and Shaving: _____  | (5) _____                                    | (50) _____                              |
| 11. Manual Facials, must include: _____<br>A. Skin Analysis<br>B. Cleansing<br>C. Manipulations<br>D. Packs and Masks  | (15) _____                                   | (15) _____                              |
| 12. Eyebrow Arching and Hair Removal, including the use of: _____<br>A. Wax<br>B. Manual or Electric Tweezers<br>C. Depilatories for the Removal of Superfluous Hair   | (15) _____                                   |   |
| 13. Makeup, must include: _____<br>A. Skin Analysis<br>B. Complete and Corrective Makeup<br>C. Application of False Eyelashes  | (15) _____                                   |   |
| 14. Manicure: _____  | (15) _____                                   |   |

Signature of Licensed Instructor for the Month

I CERTIFY to the correctness of this report.

Instructor: \_\_\_\_\_

Signature of Student: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_